

**PRINCE WILLIAM COUNTY
LOCAL HUMAN RIGHTS COMMITTEE
MINUTES**

**November 7, 2012
3:00 P.M.**

Committee Members Present: Debbie Mahaffee, Pam Horak,
Linda Beard, Robbie Kelly

Committee Members Absent: Carol Stair, Ann Pascoe

CSB Staff: Cora Swett
Regional Human Rights Advocate – Kevin Paluszak

LHRC Affiliates Present:
Community Concept – Jennifer Herbert, Peter Whang
Estelle Place/Jireh Place – Deborah Roundtree, Mary Bell, Brenda Jenkins
ARC Greater Prince William-INSIGHT – Tomica Timmons, Christina Nicol
Volunteers of America – Carin Cortez, Candace Vanderwater, Jaclyn Sheldon
Therapeutic Interventions – Tiffany Sutton
Provident Arc, LLC— Sherri Roundtree

Human Rights Advocate: Kevin Palusak

Behavior Consultants:
Alternative Path Training School – Emilia Formoso, Alan ElTagi

The regular scheduled meeting of the Prince William Local Human Rights Committee was convened on November 7, 2012 at 3:05 p.m. in the Conference Room, Prince William Club, 8521 Phoenix Drive, Manassas, Virginia.

**LICENSING AND REPORTING PROCESSES FOR ESTELLE/JIREH
PLACE**

Ms. Deborah Roundtree presented the quarterly reports for Estelle Place. Mary Bell was there to present for Jireh Place. They were requested to revise the reports in accordance with the training provided by the Human Rights Advocate. Kevin Paluszak will schedule a time to come and provide more training.

FOR THE RECORD:

A second letter of notification was received from Crossroads Counseling Centers which indicated that Margreta Grady is Acting Clinical Director during a leave of absence for Dr. Dogra. She is giving notification that Mary Williams Elementary School, Coles Elementary School and Yorkshire Elementary School are new sites that Crossroads Counseling Centers will now be providing Therapeutic Day Treatment services in the schools.

APPROVAL OF MINUTES

RESOLUTION 11-07-01

MOTION: Beard

SECOND: Mahaffee

WHEREAS, the Prince William Local Human Rights Committee has reviewed the minutes of October 3, 2012;

NOW, THEREFORE, BE IT RESOLVED that the Prince William Local Human Rights Committee does hereby approve the minutes of the October 3, 2012 meeting.

Vote: Mahaffee, Horak, Beard

Ayes—

Nays—None

Abstained From Vote - None

Absent During Vote—Kelly

Absent From Meeting—Stair, Pascoe

AUTHORIZED CLOSED SESSION

RESOLUTION 11-07-02

MOTION: Beard

SECOND: Kelly

WHEREAS, the Prince William County Local Human Rights Committee desires to discuss in Closed Session client related matters; and

WHEREAS, pursuant to VA Code 2.1-344(A) paragraph 15 for the protection of the privacy of individuals and their records in personal matters not related to public business such discussions may occur in Closed Session;

NOW, THEREFORE, BE IT RESOLVED that the Prince William County Local Human Rights Committee does hereby authorize discussion of the aforestated matters in Closed Session.

Vote:

Ayes—Mahaffee, Horak, Beard, Kelly

Nays—None

Absent During Vote—None

Absent From Meeting—Stair, Pascoe

CERTIFICATION OF CLOSED SESSION

RESOLUTION 11-07-03

MOTION: Beard

SECOND: Mahaffee

WHEREAS, the Prince William County Local Human Rights Committee has this day adjourned into Closed Session in accordance with a formal vote of the Committee, and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, the Freedom of Information act requires certification that such Closed Session was conducted in conformity with the law;

NOW, THEREFORE, BE IT RESOLVED that the Prince William County Local Human Rights Committee does hereby certify that to the best of their knowledge only matters lawfully exempted from open meeting requirements and only such matters for the protection of the privacy of individuals and their records in personal matters not related to public business were heard, discussed or considered.

Vote:

Ayes—Mahaffee, Horak, Beard, Kelly

Nays—None

Absent During Vote—None

Absent From Meeting—Stair, Pascoe

RESTRICTIVE BEHAVIOR PLAN REVIEWS:

**APPROVED USE OF EMERGENCY ADDENDUM TO THE
RESTRICTIVE BEHAVIOR PLAN FOR AMIR H.**

RESOLUTION 11-07-04

MOTION: Beard

SECOND: Mahaffee

WHEREAS, the Emergency Addendum to the Restrictive Behavior Plan for Amir H. has not been reviewed and approved for use by the Behavior Management Committee of the Prince William County Community Services; and

WHEREAS, the Emergency Addendum to the Restrictive Behavior Plan for Amir H. has been presented to the Prince William Local Human Rights Committee for approval;

NOW, THEREFORE, BE IT RESOLVED that the Prince William Local Human Rights Committee does hereby approve the use of the Addendum to the Restrictive Behavior Plan for Amir H.

FURTHER, BE IT RESOLVED that the Emergency Addendum will be presented to the BMC at their meeting in November.

Vote:

Ayes—Mahaffee, Horak, Beard, Kelly, Pascoe

Nays—None

Abstained--None

Absent During Vote—None

Absent From Meeting --Stair

**APPROVED CONTINUED USE OF RESTRICTIVE BEHAVIOR PLAN
FOR JUSTIN W.**

RESOLUTION 11-07-05

MOTION: Beard

SECOND: Mahaffee

WHEREAS, the Restrictive Behavior Plan for Justin W. has been reviewed and approved for use by the Behavior Management Committee of the Prince William County Community Services; and

WHEREAS, the Restrictive Behavior Plan for Justin W. has been presented to the Prince William Local Human Rights Committee for approval;

NOW, THEREFORE, BE IT RESOLVED that the Prince William Local Human Rights Committee does hereby approve the continued use of the Restrictive Behavior Plan for Justin W.

Vote:

Ayes—Mahaffee, Horak, Beard, Kelly

Nays—None

Abstained--None

Absent During Vote—None

Absent From Meeting --Stair, Pascoe

**APPROVED THE RESTRICTIVE BEHAVIOR PLAN FOR
KATHERINE H.**

RESOLUTION 11-07-06

MOTION: Beard

SECOND: Mahaffee

WHEREAS, the Restrictive Behavior Plan for Katherine H. has been reviewed and approved by the Behavior Management Committee of the Prince William County Community Services; and

WHEREAS, the Restrictive Behavior Plan for Katherine H. has been reviewed by the Prince William Local Human Rights Committee;

NOW, THEREFORE, BE IT RESOLVED that the Prince William Local Human Rights Committee does hereby approve the Restrictive Behavior Plan for Katherine H.

Vote:

Ayes—Mahaffee, Horak, Beard, Kelly

Nays--None

Abstained--None

Absent During Vote—None

Absent From Meeting --Stair, Pascoe

APPROVED THE RESTRICTIVE BEHAVIOR PLAN FOR DAVID H.

RESOLUTION 11-07-07

MOTION: Beard

SECOND: Mahaffee

WHEREAS, the Restrictive Behavior Plan for David H. has been reviewed and approved by the Behavior Management Committee of the Prince William County Community Services; and

WHEREAS, the Restrictive Behavior Plan for David H. has been reviewed by the Prince William Local Human Rights Committee;

NOW, THEREFORE, BE IT RESOLVED that the Prince William Local Human Rights Committee does hereby approve the continued use of the Restrictive Behavior Plan for David H.

Vote:

Ayes—Mahaffee, Horak, Beard, Kelly

Nays--None

Abstained--None

Absent During Vote—None

Absent From Meeting --Stair, Pascoe

**APPROVED THE RESTRICTIVE BEHAVIOR PLAN FOR
CRISTOBOL G.**

RESOLUTION 11-07-08

MOTION: Beard

SECOND: Mahaffee

WHEREAS, the Restrictive Behavior Plan for Cristobol G. has been reviewed and approved by the Behavior Management Committee of the Prince William County Community Services; and

WHEREAS, the Restrictive Behavior Plan for Cristobol G. has been reviewed by the Prince William Local Human Rights Committee;

NOW, THEREFORE, BE IT RESOLVED that the Prince William Local Human Rights Committee does hereby approve the Restrictive Behavior Plan for Cristobol G.

Vote:

Ayes—Mahaffee, Horak, Beard, Kelly

Nays--None

Abstained--None

Absent During Vote—None

Absent From Meeting --Stair, Pascoe

APPROVED THE RESTRICTIVE BEHAVIOR PLAN FOR RENE D.

RESOLUTION 11-07-09

MOTION: Beard

SECOND: Mahaffee

WHEREAS, the Restrictive Behavior Plan for Rene D. has been reviewed and approved by the Behavior Management Committee of the Prince William County Community Services; and

WHEREAS, the Restrictive Behavior Plan for Rene D. has been reviewed by the Prince William Local Human Rights Committee;

NOW, THEREFORE, BE IT RESOLVED that the Prince William Local Human Rights Committee does hereby approve the Restrictive Behavior Plan for Rene D.

Vote:

Ayes—Mahaffee, Horak, Beard

Nays--None

Abstained--Kelly

Absent During Vote—None

Absent From Meeting --Stair, Pascoe

APPROVED THE RESTRICTIVE BEHAVIOR PLAN FOR MONIQUE A.

RESOLUTION 11-07-10

MOTION: Beard

SECOND: Mahaffee

WHEREAS, the Restrictive Behavior Plan for Monique A. has been reviewed and approved by the Behavior Management Committee of the Prince William County Community Services; and

WHEREAS, the Restrictive Behavior Plan for Monique A. has been reviewed by the Prince William Local Human Rights Committee;

NOW, THEREFORE, BE IT RESOLVED that the Prince William Local Human Rights Committee does hereby approve the Restrictive Behavior Plan for Monique A.

Vote:

Ayes—Mahaffee, Horak, Beard

Nays--None

Abstained--Kelly

Absent During Vote—None

Absent From Meeting --Stair, Pascoe

APPROVED THE RESTRICTIVE BEHAVIOR PLAN FOR CHARLES A.

RESOLUTION 11-07-11

MOTION: Beard

SECOND: Mahaffee

WHEREAS, the Restrictive Behavior Plan for Charles A. has been reviewed and approved by the Behavior Management Committee of the Prince William County Community Services; and

WHEREAS, the Restrictive Behavior Plan for Charles A. has been reviewed by the Prince William Local Human Rights Committee;

NOW, THEREFORE, BE IT RESOLVED that the Prince William Local Human Rights Committee does hereby approve the Restrictive Behavior Plan for Charles A.

Vote:

Ayes—Mahaffee, Horak, Beard

Nays--None

Abstained--Kelly

Absent During Vote—None

Absent From Meeting --Stair, Pascoe

ANNUAL PROGRAM REVIEW

THERAPEUTIC INTERVENTIONS

Ms. Tiffany Sutton presented the Annual Report and quarterlies for Therapeutic Interventions. There was not follow up to the reports requested.

PROVIDENT ARC, LLC

Ms. Sherri Roundtree presented the 1st, 2nd and 3rd quarterly reports for Provident Arc. Kevin Paluszak will set a time to meet with staff to go over how to complete the reports.

HUMAN RIGHTS ADVOCATE REPORT

Mr. Paluszak asked that time be allotted on the December agenda for him to do a training on FOIA.

PROGRAM VISITS TO AFFILIATE PROGRAMS

Linda Beard, Deb Mahaffee, and Cora Swett visited the Queensdale Group Home operated by CCI on October 25, 2012 at 4:30 p.m. On January 17, 2013 at 4:30, the Committee will visit Oakhurst Group Home operated by Volunteers of America.

OTHER BUSINESS:

None.

ADJOURNMENT

RESOLUTION 11-07-12

MOTION: Beard

SECOND: Mahaffee

There being no further business to discuss, the November 7, 2012 meeting of the Local Human Rights Committee was adjourned at 6:05 p.m.

Vote:

Ayes—Mahaffee, Horak, Beard, Kelly

Nays—None

Absent During Vote—None

Absent From Meeting – Stair, Pascoe
